

Seattle Volunteer Naturalist Program

POSITION DESCRIPTION

JOB TITLE: Seattle Volunteer Naturalist

SUPERVISOR: Volunteer Naturalist Coordinator/Public Education Program Specialist

LOCATIONS: Discovery Park Environmental Learning Center,
3801 Discovery Park Boulevard, Seattle, WA 98199
Camp Long Environmental Learning Center 5200 35th Ave SW, Seattle, WA 98126
Parklands and Greenspaces throughout Seattle

PROJECT DURATION: On-going

HOURS PER WEEK: Determined by individual volunteer

HOURS PER MONTH: Determined by individual volunteer

PROGRAMS/STATIONS PER YEAR: Twelve

GOAL: To enhance, promote and foster appreciation of nature by connecting citizens with their Seattle parklands, by providing educational opportunities for all.

COMMITMENT:

ف Completion of Volunteer Naturalist Training AND

ف Guiding 12 programs and/or conducting 12 two-hour Discovery Stations annually.

DESCRIPTION OF DUTIES:

► Work with a team of professional naturalists and fellow volunteers to prepare and present environmental education and nature interpretation programs to the general public. Programs will occur at Environmental Learning Centers and parks throughout Seattle.

► DUTIES FOR WEEKEND VOLUNTEER NATURALISTS:

- Proposing, developing, and presenting natural history classes for youth, adults, and toddlers at Environmental Learning Centers and neighborhood parks.
- Assisting with special events.
- Developing and maintaining prop collection and prop room.
- Providing informal interpretation at “Discovery Stations” located in high use areas of parks throughout Seattle.
- Provide Volunteer Naturalist Coordinator with your schedule 5 months in advance.
- Providing park information and correctional education to public when appropriate.

BENEFITS:

- ☀ Learn the natural and cultural history of the Puget Sound area.
- ☀ Access to excellent natural history library.
- ☀ Develop and hone communication, public speaking and group management techniques.
- ☀ Promote conservation and stewardship of natural resources.
- ☀ Share fun, fellowship and community with others who enjoy nature and appreciate parks throughout Seattle.
- ☀ The opportunity to develop skills and experience if you work on special projects.
- ☀ Receive official volunteer naturalist patch, nametag and ball cap.
- ☀ Sixty hours of natural history and interpretation training provided in addition to continuing education opportunities that are offered several times per year.

SPECIAL REQUIREMENTS:

- Must attend ten weeks of training.
- Enjoy working with members of the public.
- Attend volunteer naturalist meetings when scheduled.
- Follow policies and procedures of the Seattle Department of Parks and Recreation.
- Arrive on time and sufficiently prepared.
- Be responsible for group safety.
- Act professionally in all public contacts.
- Provide availability to Volunteer Naturalist Coordinator and commit to programs on a seasonal basis; five months in advance.
- Dress appropriately for the occasion and the weather. This includes providing your own uniform shirt and suitable footwear. Shirts are available to borrow at the Environmental Learning Centers for Volunteer Naturalists unable to purchase their own.
- Provide proof of vehicle insurance, driver's license and pass a Defensive Driving Course in order to drive while volunteering.

PHYSICAL REQUIREMENTS:

- ☞ Physical ability and stamina to lead group walks over rough terrain, carrying a prop bag, and often bending over.
- ☞ Ability to work outdoors in inclement weather.
- ☞ Ability to transport yourself to Environmental Learning Centers and parks throughout Seattle in a reliable manner.

TRAINING:

- Core Volunteer Naturalist Training

Meet once per week Saturdays for six weeks in early spring and four weeks late summer in preparation for the peak spring and the fall programming seasons. During each seasonal session the focus is on habitats, teaching techniques, interpretive methods, and group management. New volunteer naturalists are required to attend both spring and fall training sessions.

- Program Observations

You must observe a paid staff person or experienced volunteer naturalist for a minimum of two programs and receive approval from the Volunteer Naturalist Coordinator prior to leading programs. Observing programs is a critical part of training.

- Continuing Education/Refresher Sessions

Several skill-building or natural history classes are offered throughout the year. You are strongly encouraged to attend these in addition to the core training and other volunteer naturalist meetings.

Seattle Volunteer Naturalist Application Form

NAME _____ DATE _____

First name as you want
it to appear on your name tag _____

ADDRESS _____ HOME PHONE _____

CITY _____ ZIP _____ Are you 18 or over? _____

EMAIL ADDRESS _____

Place of employment: _____ Occupation: _____

Is it possible to call you at work? _____ WORK (or Cell) PHONE _____

The goal of the Seattle Volunteer Naturalist program is to train you to comfortably lead nature programs for a variety of audiences in Seattle parks. Why do you want to be a Seattle Volunteer Naturalist?

Please check one or more of the following locations that you would be interested in leading programs:

- ☐ Carkeek Park
- ☐ Camp Long
- ☐ Discovery Park
- ☐ Parks in South East Seattle

Have you ever taught or worked with children? (please list your experience)

Which age group(s) do you prefer working with? (check any that apply)

- _____ tots (age 2-4)
_____ adults
_____ teens (ages 12 – 17)
_____ mixed family groups

Please list or describe your experience working with people of diverse backgrounds and cultures.

Please list any special skills or areas of interest you have, i.e. photography, art, natural history, teaching, storytelling, birdwatching, speaking another language etc:

How did you learn about the Seattle Volunteer Naturalist program?

Are you trained in? _____CPR _____First Aid

Is there anything else you think we should know about you? If so, please add here. This might include physical limitations, personal goals for this program, etc.

Agreement with Seattle Volunteer Naturalist Program:

- I will complete the Seattle Volunteer Naturalist training
- I will be able to fulfill the needs and requirements of the Seattle Volunteer Naturalist Program including leading 12 programs and/ or Discovery Stations per year.
- I plan on making a commitment of at least one year after graduation to the Seattle Volunteer Naturalist Program.
- I understand and accept a background check will be conducted.

Signature _____

Date _____

Applications are due February 12, 2014

Spring Training is on Saturdays March 22 – April 26, 2014

Fall Training is on Saturdays September 6 – September 27, 2014.

PLEASE COMPLETE AND RETURN TO:

Penny Rose

Discovery Park

**3801 Discovery Park Boulevard
Seattle, WA 98199**

penny.rose@seattle.gov

